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SECURITY INFORMATION

DATA REQUESTED OF CHIEF, SECURITY DIVISION

1. Changes in the functions of the Security Division from 1946 to date.
2. Description of the requirements for overt ^{and semi-covert} security clearances.
3. Original arrangements with FBI for clearances.
4. Abandonment of plan and procedure adopted by I&SO.
5. Resumption of service by FBI.
6. Second abandonment of services by FBI.

- ✓ 7. Total number of persons cleared as of the following dates, separated into categories of employees, consultants, contacts, contractors, employees, and others as considered pertinent:

31 December 1946
1947
1948
1949
1950
1951

8. Backlogs of clearances as of above dates.

9. A description of the present clearance situation with respect to current backlog and estimated possible reduction or increase of backlogs in the future, based on the estimated rate of future recruitment and estimated rate of clearances.

10. Rejections for security reasons in 1946
1947
1948
1949
1950
1951

11. Resignations for security reasons as of above dates.

12. Relative percentage of rejects to number processed.

13. Average length of time to obtain -
a. Provisional clearance
b. Full clearance

(Show the change in this situation throughout the history of I&SO)

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- ✓ 14. Number of security violations, under the categories of major and minor, during the years 1946
1947
1948
1949
1950
1951
- ✓ 15. Employees discharged for security violations as of above dates.
- ✓ 16. Methods of impressing the necessity of security on employees and progress and plans for future developments in this regard.
- 17. Changing policies toward applicants.
- 25X1A 18. Emphasis on [REDACTED] foreign relative, etc.
- 19. Increased use of polygraph.
- ✓ 20. Statistics by year, from 1946 to date, covering the various activities of the Physical Security Branch, such as the increase in number of buildings to be protected, statistics in issuance of badges, etc., and the assumption of control over PBS guards, and their growth.

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TRANSMITTAL SLIP		
30 JAN 52 (DATE)		
TO: [REDACTED]		
BUILDING I	ROOM NO. 2052	
<p>REMARKS:</p> <p>ATTACHED IS THE HISTORICAL REPORT OF THIS BRANCH FOR THE YEARS 1946 THROUGH 1951 PER REQUEST CONTAINED IN YOUR MEMO OF 22 JAN.</p> <p>THIS BRANCH IS NOT INFORMED WHEN AN EMPLOYEE IS DISCHARGED FOR A SECURITY BREACH AND, THEREFORE, WE CANNOT FURNISH THE INFO REQUESTED IN PAR 1-B OF YOUR MEMO.</p>		
FROM: [REDACTED]		
BUILDING	ROOM NO.	EXTENSION

FORM NO. 36-8
SEP 1946

16-64675-1 U. S. GOVERNMENT PRINTING OFFICE

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SECURITY INFORMATION
PHYSICAL SECURITY BRANCH

SECURITY DIVISION

INSPECTION AND SECURITY OFFICE

- * -

HISTORICAL REPORT, 1946 through 1951

29 January 1952

1. Functions and Responsibilities: The Physical Security Branch is charged with the responsibility of safeguarding all classified information and matter in the custody and control of the entire Agency, its installations and personnel. In general, this entails the protection of classified information from loss, theft or compromise, either by inadvertence or by deliberate intent; the safeguarding of the installations against penetration by unauthorized persons, fire or natural disaster; and the general protection of the personnel.

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3. One of the most important objectives of the Branch is that of developing security in the thinking and actions of the individual. The principal method of impressing the need for security upon employees and other persons attached to the Agency, is a rather exhaustive treatment of the subject in the Security Indoctrination Classes given to such persons at the time they enter on duty. In addition, the investigators and other members of this Branch who have continuing and extensive relationships with individual employees, office heads and the Security Officers of the Agency carry on a relentless campaign of developing security awareness, sound security habits and practices, and an understanding of the great need for all elements of security in an organization of this type. Security posters, although of limited value as an effective security medium, are also employed to a certain extent. A selective re-indoctrination program, and a continuation and possibly intensification of the present methods, are contemplated for the future development of greater security understanding and effectiveness among all members of CIA.

4. Accomplishments: Many of the activities of the Branch do not lend themselves to statistical treatment. Among these may be mentioned the almost constant security educational program conducted by the various members of the Physical Security Branch, among groups and individual members of CIA; complicated investigations; surveillances; major surveys; organizing and developing security programs for large-scale covert projects; the countless discussions with the Security Officers and operating personnel

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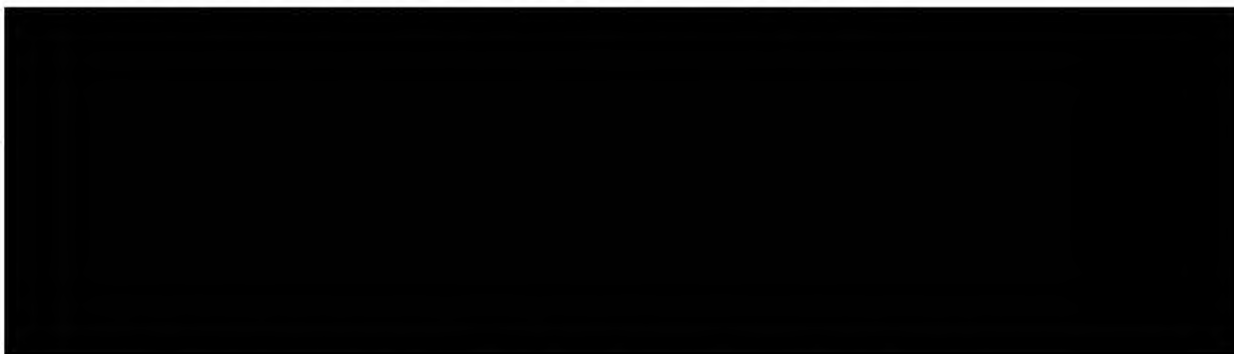
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of the Agency to resolve security problems of a wide variety requiring individual treatment; research in the fields of electronics, safekeeping containers and locks of various types, alarm systems, incinerators, mechanical document shredding machines, etc. Studies are conducted for purposes of improving the Agency's security methods and procedures.

5. Some of the measurable units of work accomplished during the period 1946 through 1951 are given below. In some cases the activities treated were inaugurated subsequent to 1946. In other cases no organized statistics were maintained until after the first reporting year of this report.

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B. CIA Guard Group strength: The Physical Security Branch assumed security control and supervision of the CIA Guard Force on 2 April 1949.

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At the end of 1946
1947
1948
1949
1950
1951



C. Security Violations charged:

1947*	84
1948	203
1949	150
1950	205
1951	<u>388</u>

TOTAL 1,030

*Statistical recording of this activity began on 1 September 1947.

D. Investigations conducted:

	<u>Security Violations</u>	<u>Other Security Matters</u>	<u>Total</u>
1947*	84	--	84
1948	210	10	220
1949	162	13	175
1950	284	36	320

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1951	<u>493</u>	<u>61</u>	<u>554</u>
TOTALS	1,233	120	1,353


*Statistical recording of this activity began on 1 Sept. 1947.

E. Security Surveys conducted:

1948*	31
1949	52
1950	56
1951	<u>98</u>
TOTAL	237

*Statistical recording of this activity began on 1 Jan. 1948.

F. Security Indoctrination Classes Given: ✓

	Number of Classes Held		Attendance		Totals	
	Basic	Special	Basic	Special	Classes	Attendance
1948*						
1949						
1950						
1951						
TOTALS						

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*Statistical recording of this activity began on 1 Jan. 1948.

G. Persons processed for Identifications (Fingerprints, photographs, Secrecy Oath, studying Security Regulations, etc.)

1948*	
1949	
1950	
1951	

TOTAL

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*Statistical recording of this activity began on 1 Jan. 1948.

H. Badges and Passes made and issued (all types):

1948*	
1949	
1950	
1951	

TOTAL

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*Statistical recording of this activity began on 1 Jan. 1948.

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I. Safe Combinations changed:

1948*	2,612
1949	3,222
1950	5,511
1951	<u>6,481</u>

TOTAL 17,826

*Statistical recording of this activity began on 1 Jan. 1948.

J. Repairs made to Safes:

1948*	669
1949	1,041
1950	2,902
1951	<u>3,720</u>

TOTAL 8,332

*Statistical recording of this activity began on 1 Jan. 1948.

K. Visitors processed by the Security Receptionists:

1946	49,817
1947	52,980
1948	59,957
1949	64,730
1950	62,004
1951	<u>111,976</u>

TOTAL 401,464

L. Firearms Training Program:

	<u>Number of Persons Trained</u>	<u>Sessions Held</u>	<u>Courses Fired</u>
1949*	15	125	287
1950	33	187	379
1951	<u>47</u>	<u>499</u>	<u>784</u>
TOTALS	95	811	1,450

*The Firearms Program was initiated on 23 September 1949.

M. Safety Program:

	<u>Safety Surveys Conducted</u>	<u>Special Safety Investigations Conducted</u>	<u>Bldg. Evacua- tion Drills</u>
1950*	2	--	7
1951	<u>57</u>	<u>41</u>	<u>18</u>

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*The Safety Program was initiated on 23 October 1950.

N. Technical Security Inspections made:

1948*	4
1949	5
1950	8
1951	<u>19</u>
TOTAL	36

*The Technical Security Program was initiated in October 1948.

O. Classified Waste collected and destroyed:

1948*	50,360 lbs.
1949	386,300
1950	610,800
1951	<u>787,200</u>
TOTAL	1,834,660 lbs.

*Statistical recording of this activity began on 1 November 1948.

P. Security Problems and Matters handled by the Night Security Officers: A

1951*	3,531
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*Statistical recording of this activity began on 1 April 1951.

Q. After-Hour Security Inspections made by the Night Security Officers:

1948*	740
1949	516
1950	622
1951	<u>589</u>
TOTAL	2,467

*Statistical recording of this activity began on 1 January 1948.

The reason the 1948 figure is so high relatively is accounted for by the fact that the Night Security Officers had far less after-hour security matters (other than inspections) to handle at that time than they have at present. Further, the installations are far more dispersed today, necessitating more non-productive traveling time.

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Chief, Physical Security Branch

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1. Changes in the functions of the Security Division from 1946 to date:

The Security Division had its start with the appointment of a Chief of the CIG Security Division in early 1946. Through 1946 the responsibilities of the Security Division were primarily those of clearing or disapproving applicants or appointees for CIG.

During 1946 the personnel security and physical security operations of CIG were closely associated with those of the Security Division of SSU. In November 1946 the operations were combined under the Chief, Security Division, CIG with the functions of the security officer being performed in three sub-divisions. The first subdivision was that responsible for all phases of personnel security on persons in SSU or OSO, for liaison with other Agencies and for investigations. The second was that responsible for personnel security on persons in CIG not assigned to OSO. *The third group was responsible for physical security.*

In 1947 the liaison functions of the first group were transferred to the ^{second} third group, creating the fore-runner of the present Personnel Security Branch. Also transferred was the responsibility for security briefing and interviews and the security checking on cases for what is now the Contact Division, Office of Operations.

In 1947 or 1948 the personnel security and physical security operations were brought together in one branch, the Security Branch in which responsibility for Agency security was placed, except those involving actual investigations and covert security matters.

Since 1946 the responsibility for personnel security on semi-covert cases has been transferred back and forth between the Security Division and the Special Security Division with it now being placed in the Security Division.

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In 1946, as stated above, the security office of the Office of Special Operations handled all cases, overt, semi-covert and covert for the Office of Special Operations.

In the fall of 1947, the Security Division was assigned the responsibility for handling overt cases for the Office of Special Operations.

In August 1948 the responsibility for the handling of semi-covert cases was assigned to the Security Division, remaining in the Division until September 1949 when it was again placed in the Special Security Division. In February 1951 the responsibility for these cases was reassigned to the Security Division.

In 1947 and 1948 began the other key programs of the Security Division. These include formal liaison with other agencies desiring information from CIA, [REDACTED] Division, the Top Secret Control Officer clearance program, the classified contract program, and the transfer review program.

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Now placed in the Security Division is the polygraph program which is a key part of the Division's responsibilities.

In 1947 the Security Division was also given the responsibility for the operation involving checks with and reviews of records in other Agencies. This operation was removed from the Division with the creation of the EIB and was replaced in the Division when the FBI resumed its investigations of CIA applicants. It was again transferred from the Division when the FBI for the second time ceased its investigations for CIA.

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The responsibilities of the Security Division have increased tremendously on such matters as personnel clearances. In 1946 an individual could enter the Agency under one of two types of clearances, one by CIG or one by the nominating agency. Since there have been instituted provisional clearances for unclassified duties and limited clearances for duties involving access to information classified through Secret, as well as the three basic types of full clearances.

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2. Description of the requirements for overt and semi-covert security clearances.

Those requirements are set forth in CIA Regulation [REDACTED] the predecessors of which vary only to a very minor degree.

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3, 4, 5, 6. Investigations

In late 1946 the CIG Security Division began to submit cases to the Federal Bureau of Investigation on overt personnel. This was done pursuant to an agreement with the Bureau rather than under a statute or Executive Order requiring it.

In January 1948 the last case was transmitted to the FBI. Later that month cases were submitted to the Security Office of the Office of Special Operations for investigations.

Later in 1948 the EIB was created to take over the responsibilities of investigating CIA applicants. In June 1948 the first case was transmitted to the Employee Investigative Branch. In late 1948 there began in the Security Division a "pre-audit" program to reduce investigative coverage to the point where maximum security could be had without conducting investigations or checks on points not contributing directly to the establishing of the individual's security status.

In late December 1948 arrangements were effected whereby applicant cases would again be submitted to the FBI starting in January 1949. Cases were sent to the FBI under this new agreement until December 1950. Since then all investigations with two exceptions have been submitted to the Special Security Division after being pre-audited in the Security Division. The two exceptions are (1) those cases falling under Executive Order 9835 and (2) those cases of key personnel which, pursuant to an agreement made with the Federal Bureau of Investigation by the Director of Central Intelligence, can be given to the FBI for investigation because of the sensitivity of the position involved.

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7. Number of persons cleared during the year ending on the date indicated:

<u>DATE</u>	<u>APPLICANT TYPE CASES</u>
31 December 1946	*
31 December 1947	**
31 December 1948	
31 December 1949	
31 December 1950	
31 December 1951	

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* No figures are available in this Division on the year 1946

** For the year 1947, production figures are available for only five months. These figures show an average of 147 clearances per month and suggest a year's figure of 1764 approvals.

Following are the total number of cases for the Contact Division and the contracting offices completed during the year ending on the date indicated:

<u>YEAR ENDING</u>
31 December 1946
31 December 1947
31 December 1948
31 December 1949
31 December 1950
31 December 1951

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* Figures for this year are not available

** Figures are available for only five months of 1947. During those five months [REDACTED] a month.

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*** Figures are available for only two months of this year. During these months 90 cases were closed.

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8. Cases pending in the Security Division on the dates indicated:

<u>DATE</u>	<u>NUMBER</u>
31 December 1946	*
31 December 1947	361
31 December 1948	638
31 December 1949	537
31 December 1950	730
31 December 1951	2446

* Figure not available.

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9. Description of the present situation with respect to back-log.

As the above figure indicates, 2146 cases were pending final action on 31 December 1951. Of these, 1882 were pending in the investigative offices, the balance in the Security Division either before going out for investigation or awaiting appraisal and final action.

The reducing of the back log is primarily a problem for the Special Security Division and an improvement in this situation has been noticed. The backlog in the Security Division as of 31 December 1951 of 564 cases is a normal revolving number of cases.

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10. Rejections for Security Reasons during the year ending on the date indicated.

<u>DATE</u>	<u>NUMBER</u>
31 December 1946	*
31 December 1947	**
31 December 1948	95
31 December 1949	148
31 December 1950	142
31 December 1951	355


* Figures for this year are not available.

** Figures are available for only five months of this year. These reveal 74 security disapprovals in that period.

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12. Relative percentage of security disapprovals to total cases completely processed.

<u>Year Ending</u>	<u>Number of Cases Processed to Completion</u>	<u>Number Disapproved</u>	<u>Percentage</u>
31 December 1946	*	*	*
31 December 1947	**	**	**
31 December 1948			
31 December 1949			
31 December 1950			
31 December 1951			

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* Figures not available

** Figures are available for only five months of this year. These figures reveal that 9.1% of cases processed to completion were disapproved.

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13. Processing Time

The average length of time required to arrive at a final decision on a provisional clearance for unclassified duties is one week from date of receipt of the case from Personnel. This time has not changed noticeably since the instituting of the provisional clearance program.

The present average time required for full clearance is 82 days, based on the last six months. This time is broken down into 16 days in the Security Division and 66 days in the Special Security Division.

Average processing time for previous years were as follows:

<u>Period</u>	<u>Total Time</u>	<u>In S. D.</u>	<u>Investigation</u>
Month ending 31 December 48	168	22	146
Month ending 31 December 49	84	14	70
Month ending 31 December 50	96	18	78

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17 and 18.

There has been little change in the policy towards applicants. The Agency policy is set forth currently in Regulation [REDACTED] which as stated above has varied only slightly from its predecessors,

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[REDACTED]

to be native-born. This provision was dropped from policy statements following it. Later revision of policy established a requirement that an acceptable applicant have been a citizen for five years.

There has been no relaxation of the application of the standards set forth in what is now Regulation [REDACTED]

With regard to the minimum investigative standards set forth in Regulation [REDACTED], these were relaxed in 1948 with the formation of EIB and again in late 1950 when the FBI stopped taking cases for investigations. All of these cases, however, are to be re-investigated to meet the standards for full investigation when facilities are available.

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